

THE MAINE EDUCATION ASSOCIATION RETIRED BYLAWS

Founded 1952

Bylaws Revised: 1994, 1998, 2000, 2001, 2003, 2005, 2006, 2007, 2008, 2012, 2013, 2015, 2016, 2017, 2018, 2020, 2021, 2023, 2024

ARTICLE I NAME

The name of this organization shall be the Maine Education Association Retired (MEA-Retired), a non-profit organization incorporated under the laws of the State of Maine.

ARTICLE II PURPOSE

Section 1.

The purpose of this Association shall be to promote the economic, professional and social welfare of the retired educators of Maine, to support measures that help to achieve these aims, to participate in the promotion of community relations and educational activities, and to provide an opportunity for service.

Section 2.

The Maine Education Association Retired and the Maine Education Association are committed to mutual support and assistance. Although affiliated, both organizations retain their independence.

Section 3.

The Maine Education Association Retired and the NEA-Retired are committed to mutual support and assistance. Although affiliated, both organizations retain their independence.

Section 4.

The Maine Education Association Retired and the National Retired Teachers Association of the AARP are committed to mutual support and assistance. Although affiliated, both organizations retain their independence.

ARTICLE III MEMBERSHIP

Section 1: Active Members.

Any educator or educational support professional retired from a public or private school or post-secondary institution in Maine, eligible for unified membership in the local and national affiliates of the Maine Education Association as an active educator, is eligible for active membership upon payment of dues to the Maine Education Association Retired, the Maine Education Association and the NEA-Retired.

Section 2: Out of State Retired Membership

An educator retired from a state other than Maine who is a member of NEA-Retired and their state active association may join the Maine Education Association Retired as an active member upon payment of dues to the MEA Retired Treasurer.

Section 3: Associate Membership.

Educators or educational support professionals whose retirement benefits issue from a pension fund other than the Maine State Retirement System or who retired as an employee ineligible for active unified membership or from a school, school district or post-secondary institution which had no employee relationship with the Maine Education Association may join the Maine Education Association Retired upon payment of MEA-Retired dues only. People whose spouses are members but who otherwise are not eligible for active membership may join the MEA-Retired without joining the MEA and the NEA-Retired.

Active educators who are members of the united organizations may join the MEA-Retired.

Associate members do not have the right to vote or hold office.

Section 4: Honorary Membership.

Honorary membership may be granted to a person who has made a noteworthy contribution to education or to this Association. Any member may present a letter of recommendation to the Board of Directors. A two-thirds vote of the members of the Board present is required to ratify the nomination. No more than one honorary membership may be granted in any one year. The Association will pay unified and county dues for honorary members. Non-members will be paid expenses to attend the Annual Meeting.

ARTICLE IV DUES

Section 1.

The Board of Directors shall set the dues for the Association. Dues shall be paid through the Maine Education Association in cash or by deduction from retirement pay.

Section 2.

Spouses and others who need not join as unified members shall pay their dues to the MEA-Retired Treasurer.

Section 3.

Any member who is in arrears in the payment of dues for a period of one year shall be dropped.

Section 4.

The fiscal year shall be from September 1 to August 31, unless changed by the Board of Directors.

ARTICLE V

MEETINGS

Section 1.

The Annual Meeting shall be held during the first week in May, unless the date is changed by a majority of the Board of Directors. Fifty members shall constitute a quorum.

Section 2:

A special meeting of the association membership may be called by the President or by a majority of the Board of Directors.

Section 3.

Regular meetings of the Board of Directors shall be held on the first Monday of April, June, and November and on the second Monday of September. The President or a majority of the Board of Directors may call a special meeting of the Board.

Section 4.

The President, for good cause and with the agreement of the Executive Committee, may cancel a regularly scheduled meeting of the Board of Directors.

Section 5.

The Executive Committee shall meet at least four times a year at the call of the President.

Section 6.

In extreme conditions upon recommendation of the President, two thirds of the Executive Committee may vote to allow the Executive Committee, the Board of Directors, and the Annual Meeting to meet virtually.

(Created May 6, 2021)

ARTICLE VI

OFFICERS

Section 1.

The officers shall be an elected President, a President-elect, a Secretary, an Information Coordinator, a Treasurer, an appointed Assistant Treasurer, and the immediate Past President.

Section 2.

The President shall be the chief executive officer of the Association and shall have general supervision over the Association. The President shall be chairperson and preside at all general meetings and shall be an ex-officio member of all committees except the Nominating Committee. The President may invite individuals and representatives of other organizations having an interest in matters concerning retired teachers to attend meetings of the Board of Directors and the Executive Committee.

Section 3.

At the request of the President, or in the absence of the President, the President-elect shall perform all the duties of the President.

Section 4.

The President-elect shall assist the President.

(Revised May 12, 2016)

Section 5.

The Secretary shall keep the record of the annual meeting and of the meetings of the Executive Committee and the Board of Directors and shall handle the correspondence of the Association. The records shall be filed annually and become the property of the Association.

(Revised May 12, 2016)

Section 6.

The Information Coordinator shall be responsible for disseminating information to the Executive Committee and the Board of Directors as well as preparing the MEA-Retired Directory.

(Revised May 12, 2016)

Section 7.

The Treasurer shall be responsible for all funds of the Association, shall disburse them in accordance with budgetary limitations or on order signed by the President, and shall present itemized reports at the annual meeting, at all meetings of the Board of Directors and the Executive Committee, and at other times when requested to do so. The Treasurer shall present an annual budget for review by the Executive Committee and approval by the Board of Directors at a spring meeting. The accounts shall have a financial review annually and the results presented to the Board of Directors.

(Revised May 12, 2016)

Section 8.

The Assistant Treasurer shall be appointed by the President and approved by the Board of Directors and shall assist the Treasurer at all times.

(Revised October 15, 2020)

Section 9.

The Past President shall perform such duties as assigned by the President and, in addition, conduct a memorial service for deceased members at the annual meeting. The Past President may conduct meetings of the Executive Committee in the absence of the President and President-elect.

(Revised May 2023)

Section 10.

All officers shall be elected at the annual meeting held in odd-numbered years and shall serve for terms of two years, or until their successors have been duly elected and installed. The President and President-elect may not serve as a member of the MEA Board of Directors while in MEA-Retired office. No officer, except the Treasurer, shall serve more than two consecutive terms. The newly elected officers shall assume office immediately after their installation.

(Revised May 2023)

Section 11.

An officer may be removed from office for cause by a majority vote of the Board of Directors at a regularly scheduled meeting. Notification of the vote for removal of an officer shall be included in the meeting agenda. In compliance with Article VI, Section 11, the successor shall be filled by the Board of Directors.

(Revised October 15, 2020)

Section 12.

Vacancies in office shall be filled by the Board of Directors. Vacancies in committees shall be filled by the Executive Committee. In case of vacancy in the presidency, the President-elect shall become President for the unexpired term.

ARTICLE VII BOARD OF DIRECTORS

Section 1.

The Board of Directors shall consist of the officers of the Association, chairpersons of standing committees, the President and First Vice President or their proxies of each affiliate and HEAR, the MEA Board of Directors member, the MEA-Retired trustee of the Maine Public Employees Retirement System, the retired member of the MEA Benefits Trust, the liaison to AARP-Maine, *The Clarion* Editor, the Web Administrator, the Facebook Administrator, the Historian, the Parliamentarian, the Convention Coordinator, and Association delegates to the Maine Education Association Representative Assembly. An MEA-Retired member elected to an office in NEA-Retired or selected for an NRTA position shall be an ex-officio member. The Board of Directors shall transact any business in the interim between annual and special meetings of the Association.

(Revised May 12, 2016, May 6, 2021)

Section 2.

All members of the Board of Directors must be unified members.

Section 3.

One-third of the Board of Directors, including at least three officers, shall constitute a quorum.

**ARTICLE VIII
COMMITTEES**

Section 1.

The terms of standing committee members are concurrent with the term of the president. All members of standing committees must be members of MEA- Retired.

Section 2.

The Executive Committee shall consist of the officers, the chairpersons of the standing committees, the MEA Board of Directors member, the MEA-Retired trustees of the Maine Public Employees Retirement System and the MEA Benefits Trust, the liaison to AARP-Maine, *The Clarion* Editor, the Web Administrator, the Facebook Administrator, the Historian, the Parliamentarian, and the Convention Coordinator. An MEA-Retired member elected to an office in NEA-Retired or selected for an NRTA position shall be an ex officio member.

The Executive Committee shall act for the Association between meetings of the Board of Directors. It may present to the Board of Directors recommendations for its consideration. It shall be responsible for nominations, to be submitted to the Governor, for an Association representative on the Maine Public Employees Retirement System's Board of Directors. It shall approve an annual financial review of the Association's finances at the first meeting following the biennial election. A majority of the Committee shall constitute a quorum.

(Revised May 12, 2016, May 6, 2021)

Section 3.

A Nominating Committee of three members shall be appointed by the Executive Committee in advance to submit nominations for the various offices for which elections are to be held at the annual meeting. One candidate for each office shall be nominated.

Section 4.

The Communications Committee shall consist of the chairperson, *The Clarion* Editor, the Web Administrator, the Information Coordinator, the Facebook Administrator and an additional member appointed by the President and confirmed by the Board of Directors. The Committee's responsibility shall be to inform members of issues, programs, and services of importance to them or the educational community.

(Revised May 12, 2016)

Section 5.

The Community Participation Committee shall consist of the chairperson and four members appointed by the President and confirmed by the Board of Directors. The Committee's responsibility shall be to promote and to encourage volunteer service and to record that service and healthy exercise activity by retired educators.

(Revised May 2023)

Section 6.

The Convention Coordinator shall be appointed by the President and confirmed by the Board of Directors. The Coordinator shall arrange for an annual meeting and convention with the authorization of the Executive Committee.

Section 7.

The Healthcare Committee shall consist of the chairperson, the retired trustee of MEABT, and three members appointed by the President and confirmed by the Board of Directors. The Committee's responsibility shall be to review, promote, or develop programs for health, dental, hearing and vision insurance for members.

(Created May 6, 2021)

Section 8.

The Historian shall be appointed by the President and confirmed by the Board of Directors. The Historian's responsibility shall be to develop and maintain an historical record of the Association and provide for the preservation of these records.

Section 9.

The Investment Committee shall consist of the chairperson, the Treasurer and one member appointed by the President and confirmed by the board of Directors. The Committee's responsibility shall be to make recommendations to the Executive Committee and Board of Directors on investing funds of the Association and on major financial matters.

(Created May 2023)

Section 10.

The Legacy Committee shall consist of the chairperson and four members appointed by the President and confirmed by the Board of Directors. The Committee's responsibility shall be to prepare recommendations to the Executive Committee for appropriate uses of the funds from legacies and to administer the programs after approval.

Section 11.

The Legislative Committee shall consist of the chairperson and two members appointed by the President and confirmed by the Board of Directors. The Committee's responsibility shall be to develop and promote the legislative agenda for the Association.

Section 12.

The Membership Committee shall consist of the chairperson and four members appointed by the President and confirmed by the Board of Directors. The Committee's responsibility shall be to prepare a plan for recruitment and retention of members, to develop membership materials, and to assist with publicizing the existence of the organization with active members of the MEA.

Section 13.

The Policy Committee shall consist of the chairperson and four members appointed by the President and confirmed by the Board of Directors. The Committee's responsibility shall be to develop and review the policies of the Association.

(Revised May 12, 2016; May 2023)

Section 14.

The Pre-retirement Committee shall consist of the chairperson and three members appointed by the President and confirmed by the Board of Directors. The Committee's responsibility shall be to provide opportunities for retirement planning to active educators, educational support persons and other audiences deemed appropriate by the Board of Directors.

(Revised May 2023)

Section 15.

The Resolutions Committee shall consist of the chairperson and two members appointed by the President and confirmed by the Board of Directors. It shall prepare resolutions for review by the Executive Committee for presentation at the MEA- Retired Annual Meeting and shall annually review the MEA Resolutions and recommend such changes as are deemed appropriate to the Executive Committee and then submit the changes to the MEA Representative Assembly.

Section 16.

The President shall appoint a Parliamentarian to serve during his/her term of office. The Parliamentarian shall have a copy of Robert's Rules of Order, Newly Revised at all meetings.

Section 17.

An ad hoc committee for any purpose may be named by the President with the approval of the Executive Committee.

ARTICLE IX
DELEGATES TO THE MEA REPRESENTATIVE ASSEMBLY

The President and President-elect shall serve as delegates to the MEA Representative Assembly.

(Created May 6, 2021)

ARTICLE X
DELEGATES TO NEA-RETIRED

The President and President-elect shall serve as official delegates to the NEA- Retired. Their alternates, in order, shall be the Secretary, Information Coordinator, Treasurer, and the Immediate Past President.

(Revised May 2, 2024)

ARTICLE XI
PARLIAMENTARY AUTHORITY

The parliamentary authority of this Association shall be Robert's Rules of Order, Newly Revised, when not in conflict with these by-laws.

ARTICLE XII
AMENDMENTS

These bylaws may be amended at any meeting of the Association by a two-thirds vote of the members present and voting, provided the members have been given a notice of such amendments at least ten days prior to the meeting at which the proposed amendments are to be considered for action.

ARTICLE XIII
DISSOLUTION

If the Maine Education Association Retired should be dissolved, all outstanding bills and obligations shall be paid. Any remaining monies shall be turned over to the Maine Education Association or to its successor organization.

May 2023